UNITED STATES DISTRICT COURT

for the

District of Maryland

Capital Bank, NA 2275 Research Boulevard Suite 600 Rockville, MD 20850 _____ *Plaintiff(s)* v. Potomac Construction 1525 P Street, LLC, et al 1734 20th Street, NW Suite B Wasington, DC 20009 _____ *Defendant(s)*	)))))))) Civil Action No.)))))))

SUMMONS IN A CIVIL ACTION

To: *(Defendant's name and address)*   Matthew Shkor
1738 R Street, NW
Washington, DC 20009

A lawsuit has been filed against you.

Within 21 days after service of this summons on you (not counting the day you received it) — or 60 days if you are the United States or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) — you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are: Lawrence J. Anderson, Esquire
119 N. Henry Street
Alexandria, VA 22314

703-684-5755
landerson@nealon.com

If you fail to respond, judgment by default will be entered against you for the relief demanded in the complaint. You also must file your answer or motion with the court.

CLERK OF COURT

Date: _____   _____
                                              Signature of Clerk or Deputy Clerk

Civil Action No.

PROOF OF SERVICE
(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

This summons for *(name of individual and title, if any)* _____

was received by me on *(date)* _____ .

☐ I personally served the summons on the individual at *(place)* _____

_____ on *(date)* _____ ; or

☐ I left the summons at the individual's residence or usual place of abode with *(name)* _____

_____ , a person of suitable age and discretion who resides there,

on *(date)* _____ , and mailed a copy to the individual's last known address; or

☐ I served the summons on *(name of individual)* _____ , who is

designated by law to accept service of process on behalf of *(name of organization)* _____

_____ on *(date)* _____ ; or

☐ I returned the summons unexecuted because _____ ; or

☐ Other *(specify):*

My fees are $ _____ for travel and $ _____ for services, for a total of $ 0.00   .

I declare under penalty of perjury that this information is true.

Date: _____   _____
                                          Server's signature

                                          _____
                                          Printed name and title

                                          _____
                                          Server's address

Additional information regarding attempted service, etc: